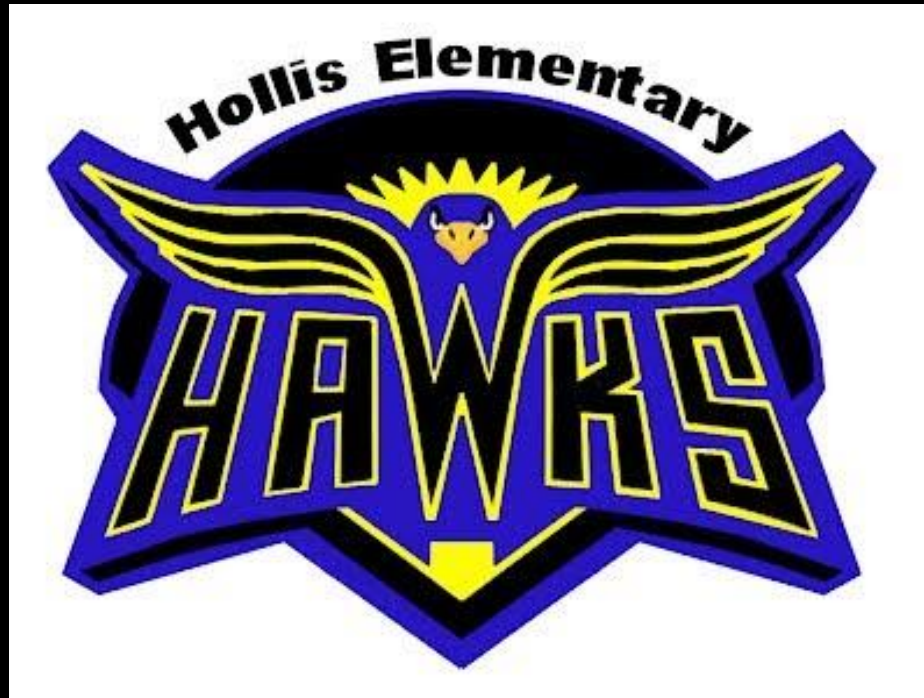


**Hollis School District
Annual Meeting
2022 Warrant & FY2023 Budget
March 9, 2022**



School Board Members

- Tammy Fareed – Chair
- Amy Kellner – Vice Chair
- Brooke Arthur – Secretary
- Robert Mann
- Carryl Roy

Budget Committee Members

- Tom Gehan – Chair
- Mike Harris – Vice Chair
- Mike Leavitt – Secretary
- Chris Hyde
- Darlene Mann
- Lorin Rydstrom
- Carryl Roy – Hollis School Board Representative
- Mark Le Doux – Hollis Select Board Representative

SAU41 Administration

- Andy Corey – Superintendent
- Candi Fowler – Principal, Hollis Upper Elementary School
- Paula Izbicki – Principal, Hollis Primary School
- Gina Bergskaug – Assistant Superintendent
- Kelly Seeley – Business Administrator
- Lauren DiGennaro, Director of Student Services

Meeting Officials

- Drew Mason, Moderator
- James O'Shaughnessy, District Counsel
- Diane Leavitt, District Clerk
- Supervisors of the Checklist
- Ballot Clerks
- Assistant Moderators and Counters

Election Results

- Hollis School Board, 3-Year Term
 - Theresa Ash 937
 - Carryl Roy 1108
- Hollis School Treasurer
 - Claudia M. Dufresne 1528
- Hollis School District Clerk
 - Diane Leavitt 1534
- Hollis School Moderator
 - Drew Mason (write-in) 49
 - Jim Belanger (write-in) 42

Meeting Calendar

- Hollis Town Annual Meeting
 - Saturday, March 12th, 9:00 AM
 - HBHS Main Gym
- COOP Annual Meeting
 - Tuesday, March 15th, 6:30 PM
 - HBHS Main Gym

Meeting Video

- Stream from:
<https://www.sau41.org>
- Click on Live Stream

Resources on sau41.org

- FY23 HSD Warrant
- HSD FY23 MS–27 (proposed budget)
- This presentation

Resources on hollisnh.org

- 2021 Town Annual Report
 - Annual meeting warrants
 - Town and district proposed budgets
 - Department, committee, and school reports
 - And lots more!

Meeting Rules

- Moderator proposes operating rules
- Must be adopted every meeting
- Change rules by 2/3 vote
- Robert's Rules only a guide
- Rules found in Town Report, page 222 in yellow section

Speaking at the Meeting

- Come to podium
- Wait to be recognized
- Speak into microphone
- Show card, state name and address
- Speak to Moderator not voters
- Speak only once until others have spoken

Speaking at the Meeting

- 2 minutes
- 5 minutes for sponsors of amendments
- Time cannot be yielded or transferred

Speaking at the Meeting, RSA 40:7

No person shall speak in any meeting without leave of the moderator, nor when any person speaking is in order; and all persons shall be silent at the desire of the moderator

Point of Order

- Bring to Moderator's attention that rules not being followed
- Appeal Moderator's ruling
- Not for questions or motions

Ending Debate

- May be made after waiting in line
- May be made from floor if no other speaker has the floor
- Not debatable
- Not after a speech
- Not if insufficient debate
- 2/3 vote required to pass
- All already in line may speak

Motion to Reconsider

- Purpose is to address new information
- Allows meeting to discuss and vote again
- Motion is debatable
- Requires simple majority
- Must be made by voter on prevailing side

Restrict Reconsideration

- Does not prevent reconsideration
- Requires later reconsideration of the motion at least 7 days later
- In order any time speaker has floor

Appeal Moderator's Ruling

- Any ruling may be appealed unless required by state law
- Immediately after ruling made
- “Point of Order” or “I wish to challenge the ruling”
- Majority vote to overrule
- Challenge to direct application of rules requires changing the rules, not appeal

Adopt Rules

Shall the School District vote to adopt
the rules for this meeting
as proposed by the Moderator?

Warrant Overview

Hollis School District Warrant

Art	Summary	Amount
1	Bond for Renovations and Improvements	\$3,116,000
2	CBA with HESSA	\$87,661
3	CBA with HEA	\$191,599
4	SAU Budget	\$625,021
5	SAU Building Maintenance Fund	\$23,970
6	School Buildings Maintenance Fund	\$150,000
7	Special Ed Expendable Trust Fund	\$25,000

Town of Hollis Warrant

Art	Summary	Amount
8	Contingency Fund	\$95,000
9	Operating Budget	\$14,297,406
10	Other Business	

Projected Tax Rates

Revenue Estimate vs. Prior-Year Actual Decreased \$848,929

- Major Drivers:
 - Fund Balance - \$776,929
 - High fund balance in FY21 largely result of unexpended budget due to COVID-19: Transportation, fewer special education services, unfilled positions and less professional development
 - Not expected to recur in FY22
 - State Special Education Aid - \$40,000
 - Federal Medicaid Aid - \$32,000
- Revenue decrease causes 53% / \$0.60 of the increase in Hollis School District tax rate

Hollis School District Tax Rate

Assumes all Articles, approved as written	Year 2021 (HSD FY22)	Year 2022 (HSD FY23)	Change
Operating Budget	\$13,826,368	\$14,297,406	+ 3.4%
Warrant Articles	\$913,126	\$1,276,151	+ 40%
– Revenue	(\$1,590,899)	(\$771,970)	- 52%
– State Aid Grant	(\$1,216,851)	(\$1,574,164)	+ 29%
– Retained State Tax	(\$1,378,901)	(\$958,501)	- 31%
= Total Tax Effort	\$10,552,843	\$12,268,922	+ 16.3%
HSD Tax Rate	\$7.45	\$8.58	+ 15.1%
+ HSD State Tax Rate	\$0.99	\$0.68	- 31%
Total HSD Rate	\$8.44	\$9.26	+ 9.7%

Assumes 1.0% increase in tax base

Hollis Total Tax Rate

Assumes all Articles, approved as written	2021	Projected 2022	Change
Town	\$5.65	\$5.64	- 0.2%
HSD Local Tax	\$7.45	\$8.58	+ 15.1%
HSD State Tax	\$0.99	\$0.68	- 31%
COOP Local Tax	\$6.50	\$7.97	+ 22.6%
COOP State Tax	\$1.02	\$0.70	- 31%
County Tax	\$1.10	\$1.09	- 0.9%
Hollis Tax Rate	\$22.70	\$24.66	+ 8.6%

Controllable at the Town / School District Level

Total tax rate may not equal sum of components due to rounding

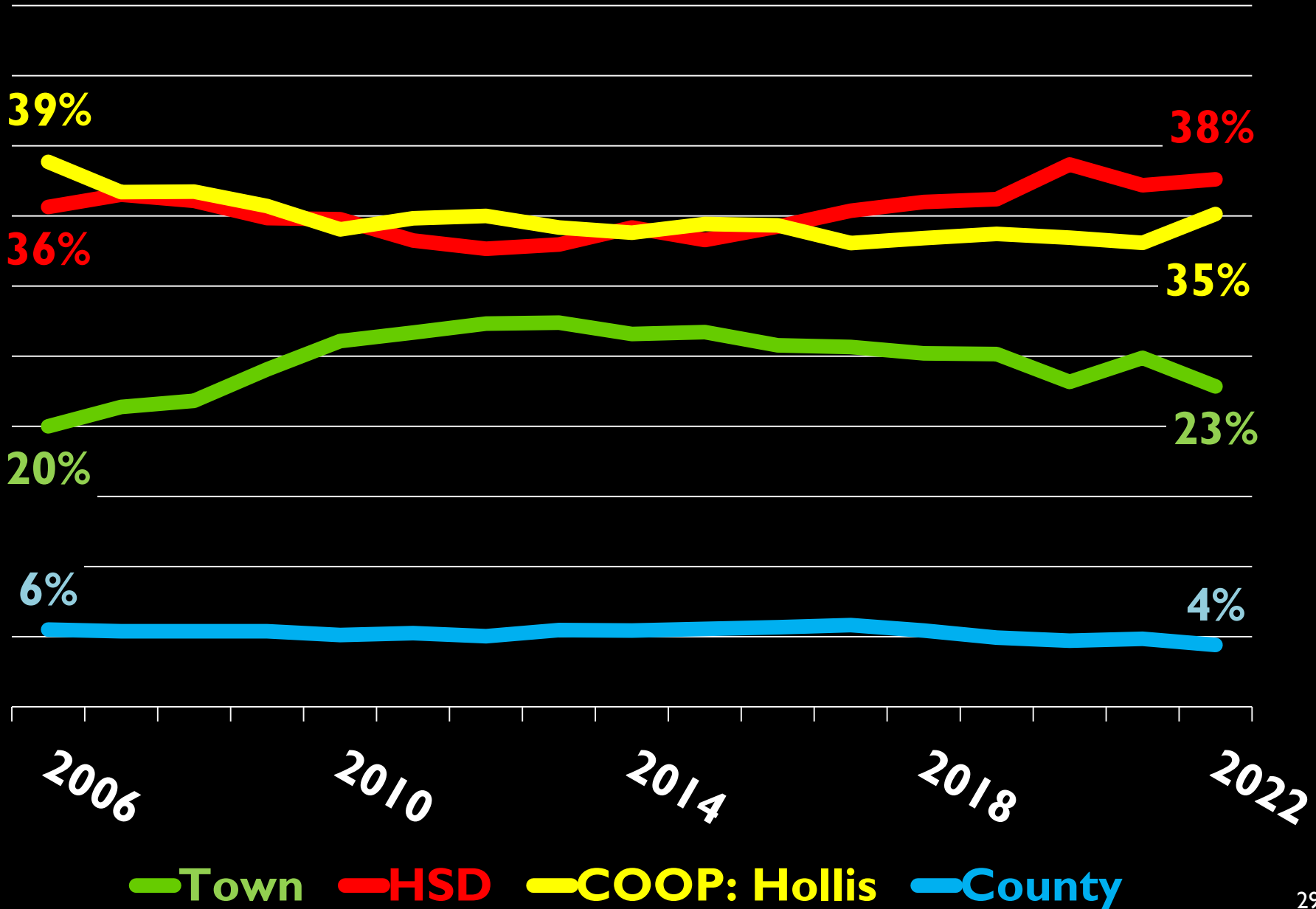
Hollis Total Tax Rate – New Debt Service

- Due to the timing of potential Town and HSD bond transactions, the standard tax rate forecast does not fully reflect the ongoing cost for debt service.

Original forecast, limited debt service in 2022	2021	Projected 2022	Change
Hollis Town Tax Rate	\$5.65	\$5.64	- 0.2%
Hollis School District Rate	\$7.45	\$8.58	+ 15.1%
Hollis Tax Rate	\$22.70	\$24.66	+ 8.6%

Revised forecast, including \$475K / yr. for 15 yrs.	2021	Projected 2022	Change
Hollis Town Tax Rate (+\$0.22)	\$5.65	\$5.86	+ 3.7%
Hollis School District Rate (+\$0.11)	\$7.45	\$8.69	+ 16.6%
Hollis Tax Rate	\$22.70	\$24.99	+ 10%

Hollis Tax Rate Split



Warrant Articles

Article I: Bond – School Buildings Renovations / Improvements

To see if the District will vote to raise and appropriate the sum of \$3,116,000 (gross budget) for renovations/improvements at Hollis Primary and Hollis Upper Elementary Schools related to kitchen and bathroom renovations, roofing projects, air source heat pump installations, interior doors, etc. per the complete list approved by the Hollis School Board and to authorize the issuance of \$3,116,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to raise and appropriate the sum of \$77,900 for the first year's principal and interest payment on the bonds or notes issued.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - ≅ \$0.04 / \$1,000 (Tax Rate)
 - ≅ \$19.99 / \$460,000 (Average Single-Family Residence)

Article I: Project Elements 1/2

Roofing Projects	
HPS #1: Library	\$345,000
HPS #2: Small Corner Section	\$48,500
HPS #3: Classrooms	\$416,000
HUES #1: East Side	\$252,500
HUES #2: West Side	\$185,100
HPS: 9 Classroom Air-Sourced Heat Pumps	\$200,000

Article I: Project Elements 2/2

Renovations	
HPS: Bathrooms	\$555,000
HPS: Kitchen	\$500,000
HPS: Cladding Exterior of Gym	\$200,000
HPS: Interior Doors	\$130,000
Subtotal (both pages)	\$2,832,100
Contingency (10%)	\$283,210
Total	\$3,115,310

Article 2: HESSA (Support Staff)

Year 1 of 3-Year Contract

To see if the School District will vote to approve the cost items included in the three-year collective bargaining agreement reached between the Hollis School Board and the Hollis Education Support Staff Association for the 2022-23 school year, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

FY 23
\$87,661

and further to raise and appropriate the sum of \$87,661 for the first year (2022-23 school year), such sum representing the negotiated increase over the 2021-22 salaries and fringe benefits.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - ≅ \$0.05 / \$1,000 (Tax Rate)
 - ≅ \$22.50 / \$460,000 (Average Single-Family Residence)

HESSA FY23 - FY25 Agreement Highlights

3 Year Term, Not Sanbornized

Increases	FY23	FY24	FY25
Custodial Shift and ON/OFF Step Increase	\$78,261 (4%)		
ON/OFF Step Increase		\$60,856 (3.5%)	\$72,097 (4.5%)
Increase in Insurance Caps	\$2,400	\$2,400	\$2,400
1 Add'l Paid Holiday	\$7,000		
\$500 Towards Insurance Premium (Part-Time)		\$6,000	
Total	\$87,661	\$69,256	\$74,497

Total of all 3 years = \$231,414

District Goals

Management Rights Achieved

- Maintains management rights secured in previous negotiations
- Includes clarifying language to result in fewer loopholes
 - Vacation eligibility
 - Pay differential based on certifications
 - Holiday pay
- Compensates fairly and competitively to address staffing shortages and to attract and retain high quality employees

HESSA FY23-FY25 Costs

- Contract is NOT Sanbornized
 - Each year of the three-year agreement must be approved individually by voters at each year's Annual District Meeting
 - FY23 provisions are the only portion of agreement under consideration at this year's Annual District Meeting
 - Disclosure of future year costs does not equate to approval from the Annual District Meeting

FY23	FY24	FY25	Total
\$87,661	\$69,256	\$74,497	\$231,414

Article 3: HEA (Teachers)

3-Year Contract

To see if the School District will vote to approve the cost items included in the three-year collective bargaining agreement reached between the Hollis School Board and the Hollis Education Association for the 2022-23, 2023-24 and 2024-25 school year, which calls for the following increases in professional staff salaries and benefits at the current staffing levels:

FY 2022-23	FY 2023-24	FY 2024-25	Total
\$191,599	\$267,436	\$275,629	\$734,664

and further to raise and appropriate the sum of \$191,599 for the fiscal year, such sum representing the negotiated increase over the 2021-22 salaries and fringe benefits.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 5-3-0
- Estimated Net Tax Impact
 - ≅ \$0.11 / \$1,000 (Tax Rate)
 - ≅ \$49.17 / \$460,000 (Average Single-Family Residence)

Key Highlights



- ✓ Benefits Cap Adjustments: Single/2-Person/Family (Caps unchanged for > 3yrs)
- ✓ Removed Historic Lane Change Variation through “Smoothing” Process
- ✓ Smooth Relative Lane Changes to ~3.1%
- ✓ On-Step Teachers: Receive Step + 2.5% Table Adjustment for Each Year
- ✓ Off-Step: Flat Rate Adjustment for Each Year Based on Credentials
- ✓ Three Year Sanbornized Contract Term

Salary Detail



Specifics

Salary Increases

3% between lanes except 3.1% btw B+30 & M

	Year 1	Year 2	Year 3
Onstep	2.5%+Step	2.5%+Step	2.5%+Step
Offstep			
BA	\$1,865	\$1,850	\$1,895
BA+15	\$1,970	\$1,955	\$2,005
BA+30	\$2,535	\$2,075	\$2,125
MA	\$2,215	\$2,200	\$2,250
MA+15	\$2,340	\$2,325	\$2,380
MA+30	\$2,480	\$2,460	\$2,520
MA+45	\$3,165	\$2,540	\$2,600

Offstep Increases Range: 2.8% to 3.5%

**Flat rate is a 3.0% increase from top step of previous year for year 1;
2.9% increase for year 2 and 3**

Benefits Detail



Health Insurance Caps

Increase	GMR	ABSOS	Estimate	ABSOS	Estimate	ABSOS
	3.90%	Distr % Cont.	3.90%	Distr % Cont.	3.90%	Distr % Cont.
	Single		2-Person		Family	
FY22	\$768	100.0%	\$1,525	99.3%	\$1,625	78.4%
Year 1	\$798	100.0%	\$1,545	96.8%	\$1,835	85.2%
Year 2	\$829	100.0%	\$1,580	95.3%	\$1,900	84.9%
Year 3	\$862	100.0%	\$1,640	95.2%	\$1,975	84.9%

Article 4: SAU Budget

Shall the School District vote to raise and appropriate the sum of \$625,021 as the Hollis School District's portion of the SAU budget of \$2,107,176 for the forthcoming fiscal year? This year's adjusted budget of \$2,018,210 with \$598,582 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - ≅ \$0.35 / \$1,000 (Tax Rate)
 - ≅ \$160.40 / \$460,000 (Average Single-Family Residence)

Article 4: SAU Budget

FY22 Budget	FY23 Proposed Budget	\$ Change	% Change	FY23 Adjusted Budget
\$1,957,257	\$2,107,176	\$149,919	7.7%	\$2,018,210

Budget Drivers	Increase over FY22 Budget	Details
Salaries	+\$70,192	<ul style="list-style-type: none"> \$45,000 New Compliance & Communications Specialist Position \$16,000 Board Approved Salary Adjustments All Staff @ 3.0% Increase
Benefits	+\$64,042	<ul style="list-style-type: none"> \$32,555 Benefits for New Compliance & Communications Specialist Position Health Insurance Rates +3.9% Health Insurance Membership Changes
Equipment/Software	+\$5,025	<ul style="list-style-type: none"> Including \$3,700 for 4 Desktops, 1 Laptop

Article 4: SAU Budget

Proposed “Compliance & Communications Specialist”

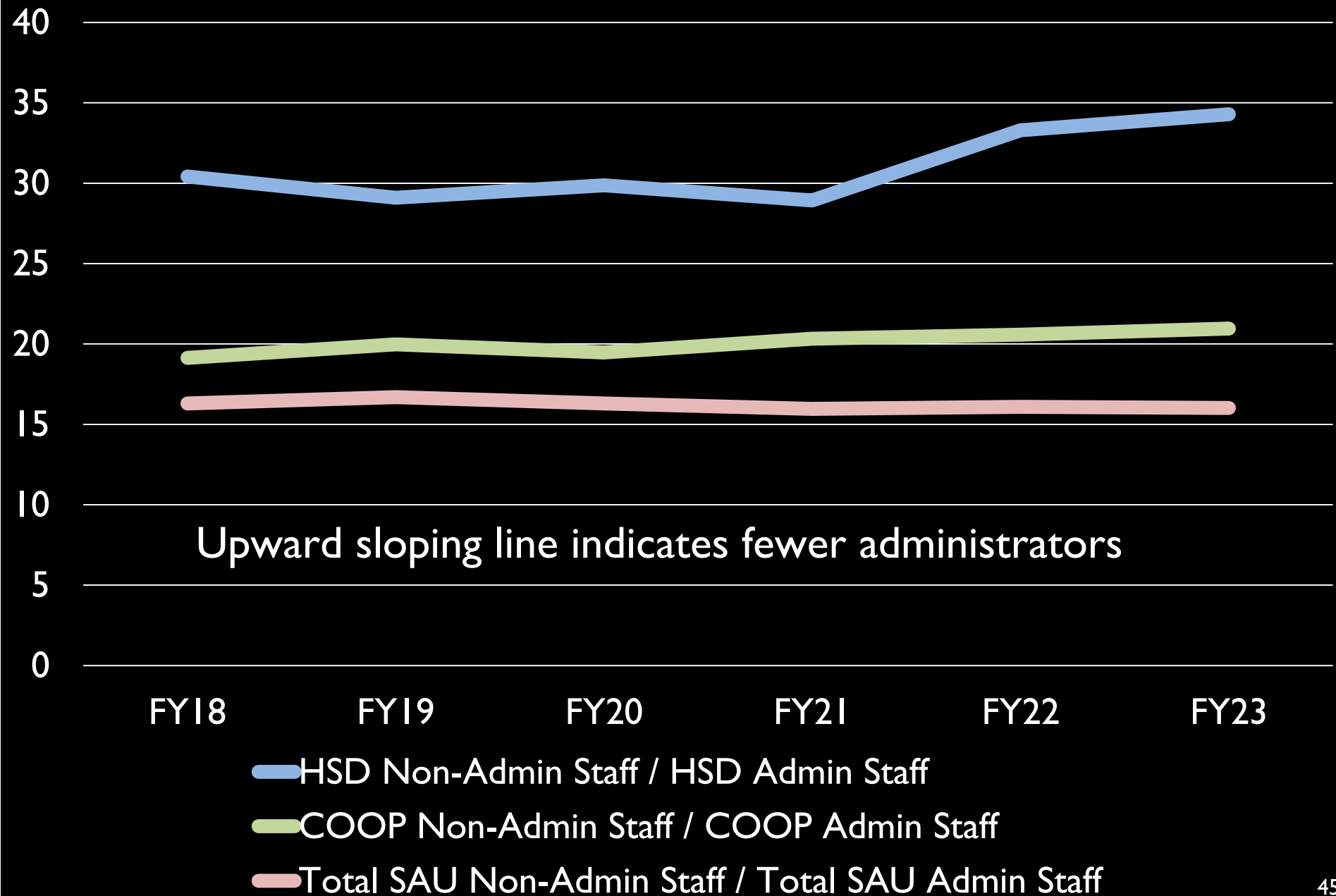
Identified Need: The increasing demands for compliance documentation and other communication matters is absorbing significant time of senior district leadership and cutting into the time needed to carry out their primary functions of educational and fiscal management.

Salary and Benefits = \$77,555

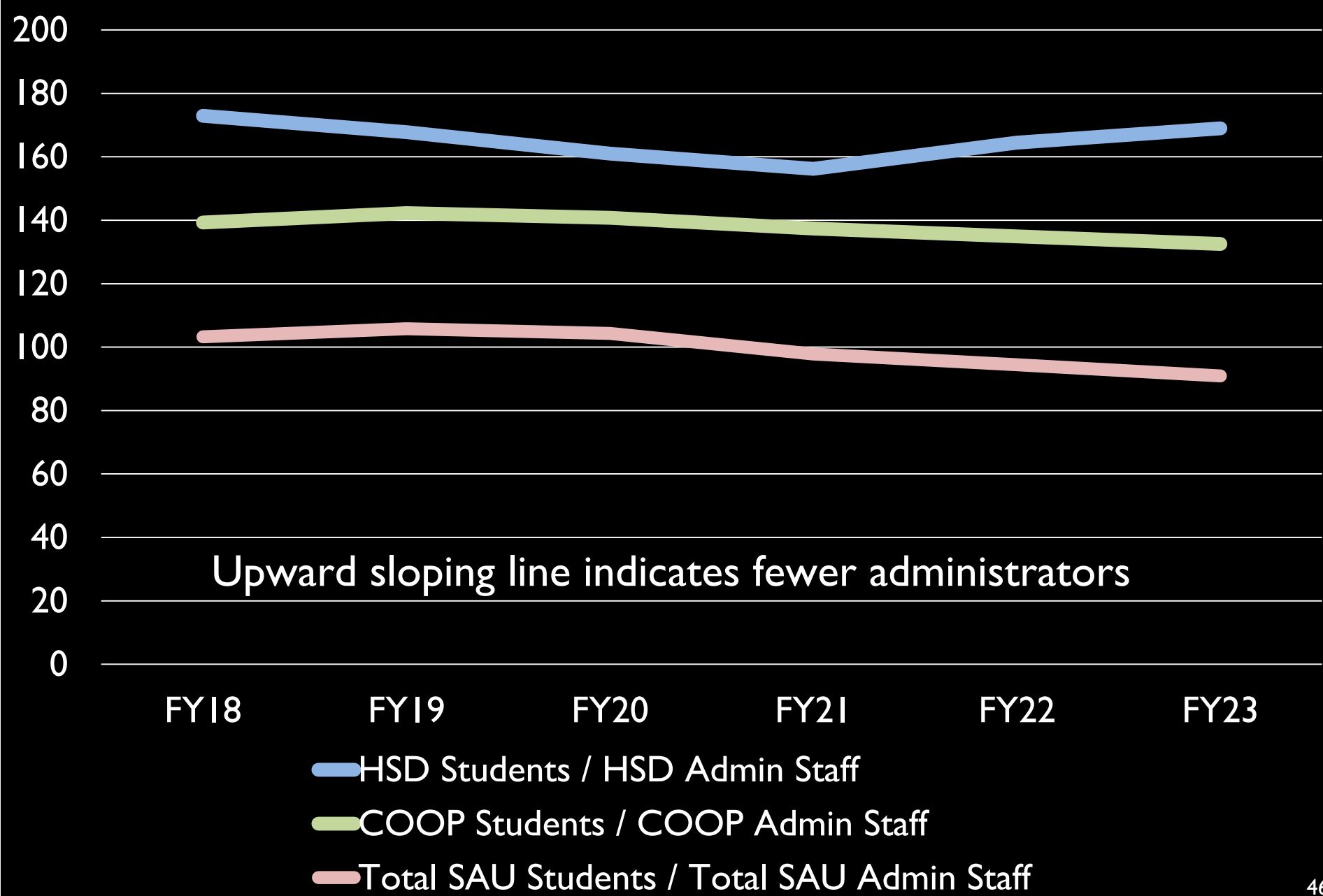
\$45,000 salary + \$32,555 benefits

Position Goal: To generate compliance documentation and to provide assistance to the Superintendent and Assistant Superintendent in conveying important/required information regarding the school district to the Department of Education, school boards, the school community, and the members of the public.

Admin. vs. Non-Admin Staff Trends



Students vs. Admin. Staff Trends



Article 5: SAU Building Maintenance Fund

To see if the School District will vote to raise and appropriate up to the sum of \$23,970 to be added to the previously established MAINTENANCE FUND FOR ADMINISTRATIVE AND ASSOCIATED STRUCTURES at 4 Lund Lane in Hollis, Map 56, Lot 2. This amount to come from the unassigned fund balance available for transfer on July 1 of this year. This amount represents rental proceeds and unexpended maintenance funds to be received from SAU 41.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - None

Article 5: SAU Building Maintenance Fund

- Background:
 - HSD owns and maintains the SAU offices of 4 Lund Lane
 - HSD charges SAU4I rent for this space
- Purpose of the Article:
 - Expendable Trust is a “Savings Account” used to carry forward SAU4I rental income on 4 Lund Lane for major maintenance
- Funding:
 - From SAU4I rental income
- Oversight:
 - Major Expenditures proposed by the Administration
 - School Board evaluates and presents plan to BudCom for input
 - School Board makes final approval of expenditures

Article 5: SAU Building Maintenance Fund

FY23 Projected Opening Balance	\$88,946
FY23 Proposed Funding	\$23,970
FY23 Proposed Projects:	
2 nd Floor Bathroom & Hallway Renovation	\$37,000
Projected FY23 Ending Balance	\$75,916

Article 6: School Buildings Maintenance Fund

To see if the School District will vote to raise and appropriate up to the sum of \$150,000 to be added to the previously established SCHOOL BUILDINGS MAINTENANCE FUND from the Hollis School District's June 30, 2022 unassigned fund balance available for transfer on July 1, 2022.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - No rate increase. The Unassigned Fund Balance is the sum of unspent taxes and revenues. Expending \$120,000, that could *potentially* be returned as revenue, equates to foregoing a *potential* rate reduction:
 - $\cong (\$0.08) / \$1,000$ (Tax Rate)
 - $\cong (\$38.49) / \$460,000$ (Average Single-Family Residence)

Article 6: School Buildings Maintenance Fund

- Purpose:
 - “Savings account” to carry forward funds for major building maintenance
- Funding:
 - Unreserved Fund Balance Surplus
- Oversight:
 - Major Expenditures proposed by the Administration
 - School Board evaluates and presents plan to Budget Committee for input
 - School Board makes final approval of expenditures

Article 6: School Buildings Maintenance Fund

FY23 Projected Opening Balance		\$122,530
2023 Proposed Funding		\$150,000
FY23 Proposed Projects:		
Restrooms: Phase I	HPS	(\$78,000)
Classroom / Hallway Flooring – Grade 3	HPS	(\$33,455)
Asbestos Removal - Windows	HPS	(\$14,000)
Hallway Flooring	HPS	(\$8,200)
Ceiling Tiles	HPS	(\$5,000)
Classroom Flooring	HUES	(\$26,500)
Water Holding Tank Repairs	HUES	(\$20,000)
Cafeteria Flooring	HUES	(\$15,000)
FY23 Projects Total Cost		(\$200,155)
Projected FY23 Ending Balance		\$72,375

Article 7: Special Education Expendable Trust Fund

To see if the School District will vote to raise and appropriate up to the sum of \$25,000 to be added to the previously established Special Education Expendable Trust Fund. The sum to come from the Hollis School District's June 30, 2022 unassigned fund balance available for transfer on July 1, 2022.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - No rate increase. The Unassigned Fund Balance is the sum of unspent taxes and revenues. Expending \$25,000 that could *potentially* be returned as revenue, equates to foregoing a *potential* rate reduction:
 - $\cong (\$0.01) / \$1,000$ (Tax Rate)
 - $\cong (\$6.42) / \$460,000$ (Average Single-Family Residence)

Article 7: Special Education Expendable Trust Fund

- “Savings account” to carry forward funds for major unexpected Special Education costs
- Examples of unanticipated expenses:
 - A student could move into the district in the summer and require special education services in excess of \$100K
 - Change in student placement mid-year could add \$40K in transportation cost
 - Student injured during the year could require \$60K of occupational therapy services
- Use of Trust would lessen risk that ongoing educational programs would be reduced to fund unforeseen special education costs
- Gradual funding from unassigned fund balance
 - Trust balance non-statutory cap \$280K
 - FY23 opening balance \$75,000

Article 8: Contingency Fund

To see if the School District will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of \$95,000 to go into the fund. This sum to be raised by taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - ≅ \$0.05 / \$1,000 (Tax Rate)
 - ≅ \$24.38 / \$460,000 (Average Single-Family Residence)

Article 9: Operating Budget

To see if the School District will vote to raise and appropriate a sum of \$14,297,406 for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles.

- Recommended by School Board 4-0-0
- Recommended by Budget Committee 8-0-0
- Estimated Net Tax Impact
 - ≅ \$7.98 / \$1,000 (Tax Rate)
 - ≅ \$3,669 / \$460,000 (Average Single-Family Residence)

Article 9: Operating Budget Guidance

Description	Total	Variance from Guidance
Guidance Budget	\$14,297,772	-
Proposed Budget	\$14,297,406	(\$366)

Article 9: Operating Budget

Staff Changes

- Total adds to staff: 5.6 Full-Time Equivalents
 - Add 4.0 Special Education para-professionals
 - Add 0.2 Regular Education teacher
 - Add 0.5 Special Education teacher
 - Add 0.3 Administrative staff
 - Add 0.3 share of SAU-directed Food Service substitute
 - Add 0.3 share of SAU-directed classroom substitute

Article 9: Operating Budget

Major Increases

Description	FY23 Proposed	% Change	\$ Change
Employer Retirement Contributions	\$1,312,606	7.6%	\$92,838
Retirement Benefits	\$125,636	208.7%	\$84,942
Contracted Special Education Services	\$25,490	397%	\$20,365
Speech Pathology Salaries	\$152,515	12.7%	\$17,159
Legal Services	\$29,000	105%	\$14,850

Article 9: Operating Budget

Major Decreases

Description	FY23 Proposed	% Change	\$ Change
Teacher Salaries	\$3,623,109	- 2.2%	- \$80,158
Special Education Salaries	\$196,079	- 9.1%	- \$19,673
Computer Equipment	-	- 100%	- \$18,603
Maintenance Salaries	\$155,679	- 10.7%	- \$13,500
Contract Negotiations	\$2,500	- 86.1%	- \$15,500

Article 10: To transact any other business that may legally come before said meeting.